

CLASS TITLE: SENIOR INDUSTRIAL SAFETY SPECIALIST

Class Code: 02753600

Pay Grade: 25A

EO: C

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To assist in performing responsible technical research work and analysis in connection with safety inspections, and to conduct safety inspections and promote safety and health measures in occupational safety and RTK/Superfund, and to determine and/or insure compliance with acceptable safety standards governed by state safety laws, regulations and codes; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of a superior from whom assignments are received; considerable latitude is allowed for the exercise of independent judgement in the performance of duties; assignments are checked upon completion through submitted written reports and, at times, conferences.

SUPERVISION EXERCISED: May exercise close supervision over subordinates who are assigned to assist on various projects.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To perform specialized investigatory work relative to the making of annual or periodic safety inspections in the public sector; and to insure abatement and compliance with occupational safety and health codes and standards, and discover and promote the elimination of hazardous working conditions and practices which might impair health, safety and welfare of employees; to act as a consultant to various agencies and municipalities in establishing a comprehensive safety program which will correct or eliminate unsafe or unhealthful work practices in the workplace; to conduct conferences with administrative personnel; to coordinate safety inspections; to advise and assist the safety compliance officer perform such duties as may be required during the course of inspection; to assist in establishing a comprehensive safety program relating to the Mine Safety and Health Administration; to conduct classes in occupational safety, as required by law, as an integral part of the training program of all employees, and/or

To perform specialized investigatory work relative to making periodic inspection in the private and public sector to determine compliance with the Rhode Island Hazardous Substance RTK Law; to investigate employees' complaints; to review employer RTK programs; to assist employers in obtaining MSDS from suppliers, to conduct workshops and training seminars with employers, employer organizations, and employee groups; to assist the general public by informing them of their rights and responsibilities under the Rhode Island Community Right-to-Know Law, obtaining information requested by the general public under the Rhode Island Community Right-to-Know Law, and to collect annual registration fees; to assist employers, local planning districts, and local fire departments to implement and comply with Title III of the Superfund Amendment and Reauthorization Act.

To assist in performing responsible technical research work and analysis in connection with administrative policy, methods, procedural, organizational and operational studies of a complex nature, and to work independently on management analysis problems not presenting problems of a complex nature.

To assist in making field investigations in order to define problem areas and to work as a member of a team conducting reviews of existing programs, methods, procedures and policies for the purpose of evaluating their administration, objectives, efficiency, effectiveness and suitability in the light of current conditions, costs and modern methods.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of and the ability to interpret state safety statutes, regulations, and codes as they relate to the Rhode Island Hazardous Substance Law, Occupational Safety and Health, and Superfund Title III legislation; the ability to apply standard methods, principles, practices and techniques of inspections as they apply to the Right-to-Know (Hazardous Substance Law), Occupational Safety and Health Codes, and other standards promulgated under Code of Federal Regulations; the ability to establish and maintain good working relations with labor officials, labor groups, employers, contractors and their agents; the ability to prepare accurate and concise reports of findings along with recommendations; the ability to consult with employers, employees, contractors, and their agents and make recommendations to assist them in eliminating safety hazards or embarking on accident prevention programs; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduations from a senior high school or vocational technical institute, including or supplemented by courses as required in the area.

Experience: Such as may have been gained through: considerable experience working with the Hazardous Substance Law, or considerable experience assisting employers to comply with safety regulations; considerable employment as a safety compliance officer or field investigator; or considerable employment in a supervisory capacity involving participation in safety programs.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: December 19, 1999

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